

2019 Field Trip Request Form



Please save as "F.MM.DD.YY.Lastname.University". Send completed form to kelsey@cbfieldstation.org.

Leader(s)/User(s): <input style="width: 90%;" type="text"/>	Email: <input style="width: 90%;" type="text"/>
Office Phone: <input style="width: 90%;" type="text"/>	Mobile Phone: <input style="width: 90%;" type="text"/>
Institution: <input style="width: 90%;" type="text"/>	Course: <input style="width: 90%;" type="text"/>
Arrival Date: <input style="width: 20%;" type="text"/> Time: <input style="width: 20%;" type="text"/>	Departure Date: <input style="width: 20%;" type="text"/> Time: <input style="width: 20%;" type="text"/>
Total Students: <input style="width: 90%;" type="text"/>	Total Faculty & Staff: <input style="width: 90%;" type="text"/>
Dorm Type: <input type="checkbox"/> Salicornia <input type="checkbox"/> Traditional	Females in Dorm: <input style="width: 20%;" type="text"/> Males in Dorm: <input style="width: 20%;" type="text"/>

One faculty apartment will be provided for each group at student rates. Additional apartments may be requested for a fee.

Choose your meals and request any activities that require advance notice:

Date:				
Day of the Week:				
<i>Breakfast</i>				
8:15am-11:45am Activity				
<i>Lunch</i>				
12:45pm-4:15pm Activity				
<i>Dinner</i>				
Evening Activity				

Diet Restrictions

Vegetarians: Food Allergies:

Any special notes about your trip?

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Equipment Request

On the Boat

Item	Quantity	Item	Quantity	Item	Quantity

Boat Trip Goals:

In the Field

Item	Quantity	Item	Quantity	Item	Quantity

In the Laboratory

Item	Quantity	Item	Quantity	Item	Quantity

2019 Field Trip Fees

University & Research



All fees are subject to change at any time upon approval from the Board of Directors

Faculty Discounts

1 leader receives free housing and meals/13 students (Senior & Full)

All first time field trip bookings for new faculty are 10% off

<u>Fees</u>	Senior	Full Member	Member	Non-member
Administration (one time, per person)	\$40	\$45	\$50	\$60
Lab, Equipment, & Tech Fee (1 time, per group)	\$75	\$100	\$150	\$200
 <u>Meals (per meal, per person)</u>				
Breakfast	\$8	\$8	\$8	\$8
Lunch	\$10	\$10	\$10	\$10
Dinner	\$12	\$12	\$12	\$12
 <u>Housing (per night, per person)</u>				
Salicornia	\$30	\$30	\$35	\$37
Traditional	\$25	\$25	\$30	\$33
Faculty Apartment	\$25	\$25	\$30	\$33
 <u>Vessels</u>				
Daisey's Cruises (2 hours, per person)	\$35	\$35	\$38	\$40
*Additional per hour for Daisey's Cruise	\$15	\$15	\$18	\$20
RV Parker	\$600	\$650	\$700	\$750
 <u>Kayaks</u>				
Kayaks - base group price	\$40	\$50	\$75	\$80
Kayaks (per person) - 1/2 day	\$15	\$20	\$30	\$35
Kayaks (per person) - Full day	\$20	\$25	\$40	\$45
 <u>Wallops Island Escort</u>	 \$75	 \$100	 \$150	 \$200
<u>Bait</u>		*at market cost*		

Policies

- All CBFS vans used by field trips will be an additional charge of \$0.60 per mile for the university
- All lost or damaged equipment must be replaced at cost by the university
- All lost keys must be replaced at cost by the university or participant (approximately \$30)
- All damages to property including residence halls, boats, etc. must be covered by the university
- CBFS will not cover park entrance fees, housing or meals off campus, or any other fees

Administrative fees cover salaries, electricity, water, insurance, and other necessary operating costs